

District of Columbia Department of Health
FY 2015 HIV Prevention Special Programs and Needle Exchange Programs
RFA# HAHSTA_PSP071114

Frequently Asked Questions (FAQ's)

Program Area A: Needle Exchange and Harm Reduction

Q1. Will HAHSTA provide the rapid Hepatitis C test kits?

A: No. Costs of rapid Hepatitis C test kits must be included in your proposed budget.

Q2. Will HAHSTA provide HIV testing kits?

A: Yes. HAHSTA will provide testing kits to organizations.

Program Area B2: Prevention for African American Women through Faith-based Approaches

Q3. If my program is not faith focused can we apply under this program area?

A: The applicant must demonstrate that they have the capacity to access and deliver prevention services to African American women using a faith-based approach within faith institutions.

Program Area B3: Pre-Exposure Prophylaxis Support and Outreach

Q4. Can PrEP medication be supported by the budget request?

A: No. Funds cannot be used to support the purchase of the medication for PrEP.

Program Area B4: Latino Navigator Services

Q5. Are these services exclusive only for the Latino population?

A: Yes

Program Area B(a): Youth Services: Peer Education and Support

Q6. When applying for peer support program areas, what percent of the budget needs to be allocated for stipends? What percent needs to be allocated for the program?

A: There is no set percentage for either. HAHSTA encourages all agencies to apply based on their specific proposed initiative.

Q7. Can an applicant apply only to serve as the Peer Education Partnership Administrator?

A: Yes. The applicant must designate the activity for which it is applying.

Q8. \$225,000 is allocated by DOH for youth services. Is that amount for each grant or the total amount of money to be distributed by HAHSTA?

A: The \$225,000 reflects the total amount available for Youth Services- Peer Education and Support.

Q9. What age group is eligible to receive stipends?

A: See page 23 of the RFA.

Q10. Do youth receiving funds for these initiatives have to be DC residents?

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- A: Yes. These programs are meant to support HIV prevention initiatives for DC residents.
- Q11. Can an organization partner with organizations outside of DC that provide services to DC residents?
- A: Yes. The applicant must include proof (MOU's, sub-contractual agreements) that the services do reach DC residents.
- Q12. Would funded organizations train peer educators to participate in both the school-based STD testing program and Wrap MC—or would we focus on just one?
- A: The funded organization will participate in both the school-based STD and Wrap MC programs.
- Q13. Does HAHSTA provide training on the specifics of WRAP MC and School-Based STD testing?
- A: Yes, HAHSTA will provide training.
- Q14: Are there specific deliverables that must be included in the application?
- A. Yes, the applicant must propose deliverables related directly to the program area being applied for and consistent with evaluation criteria provided in the RFA for each program beginning on page 13.
- Q15: What does “tracking” mean as it relates to deliverables?
- A. Tracking means that there isn't a target number for that deliverable, but it is expected that the agency should report data on the number of units provided. All funded organizations are required to submit data as instructed.
- Q16: What is the page limit for attachments?
- A. There is no page limit for the attachments.

Budget Questions

- Q17. What is the reference date for the one year certification clean hands?
- A: Not more than 364 days old from the date of submission
- Q18. Does the budget schedule represent the budget narrative?
- A: No. They are two separate documents. See tabs within Attachment E.
- Q19. Does an excel document exist for the budget work plan?
- A: Attachment E contains the budget.
- Q20. Where in the budget do you include peer navigator stipends?
- A: The peer navigator stipends should be included on the “other-direct” costs line item.

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Application Requirement

- Q21: Can an applicant apply for more than one area?
A: Yes. See pages, 30, Application Elements (cont.). Please ensure that only one application is submitted per organization. Separate and label program areas in the application if you are applying for multiple areas in this application.
- Q22. When the RFA requests a certified board member on the application, does it need to be notarized?
A: See page 38 of the RFA.
- Q23. If the application is submitted before 4:45pm on the due date and some of the assurances packet isn't complete, does an organization still have time to complete the assurances?
A: Yes. They will have until 4:45 p.m. on August 11, 2014.
- Q24: Will every assurance package be checked for complete assurances when it's submitted?
A: Yes. Every assurance package will be checked for completeness.
- Q25. What is the page limit for the application?
A: The page limit of various sections is on page 30 of the RFA. Please note that this doesn't include budget or attachments.
- Q26. What is Attachment H?
A: Attachment H is the Organizational Service Summary. Each organization should check off the services they provide and the services through partnerships with other organizations. MOU's and/or subcontractual agreements with the partner organizations should be included.